

Division of Workforce Development

Roderick Nunn
Director

DWD ISSUANCE 08-05

Subject: Program Year 2006 (PY06)/Fiscal Year 2007 (FY07) Career Assistance Program (CAP) Allocations to Local Workforce Investment Boards (LWIBs).

1. Purpose: To provide funding information for completion of the Planning Budget Summaries for the Local Workforce Investment Area for PY 06/FY 07 CAP funding.

2. Substance: **Attachment 1** provides the PY06/FY07 CAP and state of Missouri General Revenue (GR) fund allocations.

Attachments 2 and 3 are revised Planning Budget Summaries for CAP and GR funds to be used to budget funds included in this Issuance.

Attachment 4 explains the recapture/reallocation policy for CAP funds, as well as the Incentive Payment for PY06.

Attachment 5 details the allocation methodology.

3. Action: This information should be used to develop the Planning Budget Summaries for funding as identified and included in Attachment 1. **The LWIB should prepare and submit Planning Budget Summaries as soon as possible. A fully signed contract agreement or contract revision including these funds and approved Planning Budget Summaries must be on file with DWD before the release of requested funds by DWD.** The LWIB is reminded that for any budget line item transfer requested, such transfer may be made on the Contract Progress Report with the original signature approval of the LWIB Chairperson. **If changes are made that affect Transportation Reimbursement Expenses, contract revisions must be made.**

- 4. Contact:** Please contact Rita Holtmeyer at (573) 751-5219 if you have questions regarding the calculation of the PY06/FY07 CAP allocations.



Roderick Nunn, Director

RN/RH

Attachments

- c: DWD Administration Team
DWD Central Office Managers
Regional Managers
WIB Chairs
WIB Directors